



C&J Bus Lines

Employment
Application

C&J Bus Lines Employment Application

We consider applicants for all positions on the basis of qualifications and without regard to race, color, religion, sex, national origin, age, marital status, veteran status, physical or mental disability, sexual orientation, or any other federal protected class.

Please Print:

Date of Application ___/___/___	Position(s) Applied For _____
Date Available to start work _____	Salary Expectations _____ Part Time or Full Time (circle one)

Personal

Last Name	First	Initial	Other Name(s) Used		
Current Address:	Number	Street	City	State	Zip Code
How many years: ____					
Previous Address:	Number	Street	City	State	Zip Code
How many years: ____					
Telephone Numbers Where We Can Contact You:			Home: ()	Work/Other: ()	
Email address:					
Do you have friends or relatives who work for us? If so, please list their name(s).					

Are you over 18 years of age? Yes () No ()
 If no, and you are under 16 years of age, can you furnish a Youth Employment Certificate issued by a New Hampshire High School? Yes () No ()
 If no, and you are 16 or older, can you furnish a permission letter to work with this Company signed by your parent or legal guardian? Yes () No ()

Are you legally eligible to work in the United States? Yes () No ()

Have you ever been bonded? Yes () No () If so, with what employer(s)?

Have you ever been refused a bond? Yes () No () If yes, please explain.

Have you ever been convicted of a felony? Yes () No () If yes, please explain:

(Please note that a criminal conviction will not necessarily prevent employment. Depending on the position, for which you are applying, any offer of employment may be conditioned upon your consent to and satisfactory results of a criminal background check.)

Have you served in the Armed Forces? Yes () No () Branch:

Date Entered: Date Discharged:

Education

	Name And Address Of School	Course Of Study	Years Completed	Diploma/Degree Awarded
High School				
Undergraduate College/University				
Graduate/ Professional				
Vocational Business, Other				

Other special knowledge, skills or qualifications related to the position(s) you are applying for:

Employment History

List all positions, starting with your present or most recent position. If information is already on your resume, please attach your resume and fill in only those items not listed on your resume (e.g., reason for leaving, salary, etc.). Please provide an accurate and complete work history.

Employed From / /	Employer Name	Supervisor Name	Full time ()
		May we contact?	Part time ()
Employed Until / /	Employer Address	Supervisor Phone #	Full time ()
			Part time ()
Job Title		Reason for Leaving	
Duties and Responsibilities			

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TO BE READ AND SIGNED BY APPLICANT

I certify that all the information on this application, and on my resume, if provided, is true and complete. I understand that any misrepresentation or omission may result in my disqualification from further consideration for employment and/or my termination from employment.

I authorize you to make such investigations and inquiries of my personal, employment, financial, motor vehicle and/or medical history and other related matters as may be necessary in arriving at an employment decision. (Generally, inquiries regarding medical history will be made only if and after a conditional offer of employment has been made).

I hereby release employers, schools, healthcare providers and other persons from all liability in responding to inquiries and releasing information in connection with my application. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Company. I understand that information I provide regarding current and/or previous employers may be used, and those employers will be contacted, for the purpose of investigating my safety performance history as required by 49 CFR 391.23 (d) and (e).

I understand I have the right to:

1. Review information provided by previous employers;
2. Have errors in the information corrected by previous employers and for those previous employers to resend the corrected information to the prospective employer; and
3. Have a rebuttal statement attached to the alleged erroneous information, if the previous employer(s) and I cannot agree on the accuracy of the information.

In consideration for the processing of my application for employment with Jalbert Leasing Inc. d/b/a C&J Bus Lines, I hereby RELEASE, INDEMNIFY, AND HOLD HARMLESS Jalbert Leasing Inc. d/b/a C&J Bus Lines, and all previous employers and other persons and organizations furnishing information in connection with C&J Bus Lines' investigation into my background from any and all liability based on their authorized receipt, disclosure, and use of the information gathered in processing my application for employment with them. A summary of your rights under the Fair Credit Reporting Act is also being provided to you and is available at www.consumerfinance.gov/learnmore.

I understand that if hired, any offer is contingent upon proof of employment check and depending on the position for which I am hired, my submission to post offer employment eligibility, the completion of Form I-9, satisfactory criminal background records and if applicable drug test and medical examination to determine my ability to perform the essential functions of the job offered. I also understand that if offered a position I must satisfy a probationary period of 90 days.

Signature: _____

Date: _____